Foreign Trade Data Dissemination Portal

User Manual

Directorate General of Commercial Intelligence and Statistics

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Foreign Trade Data Dissemination Portal

User Manual

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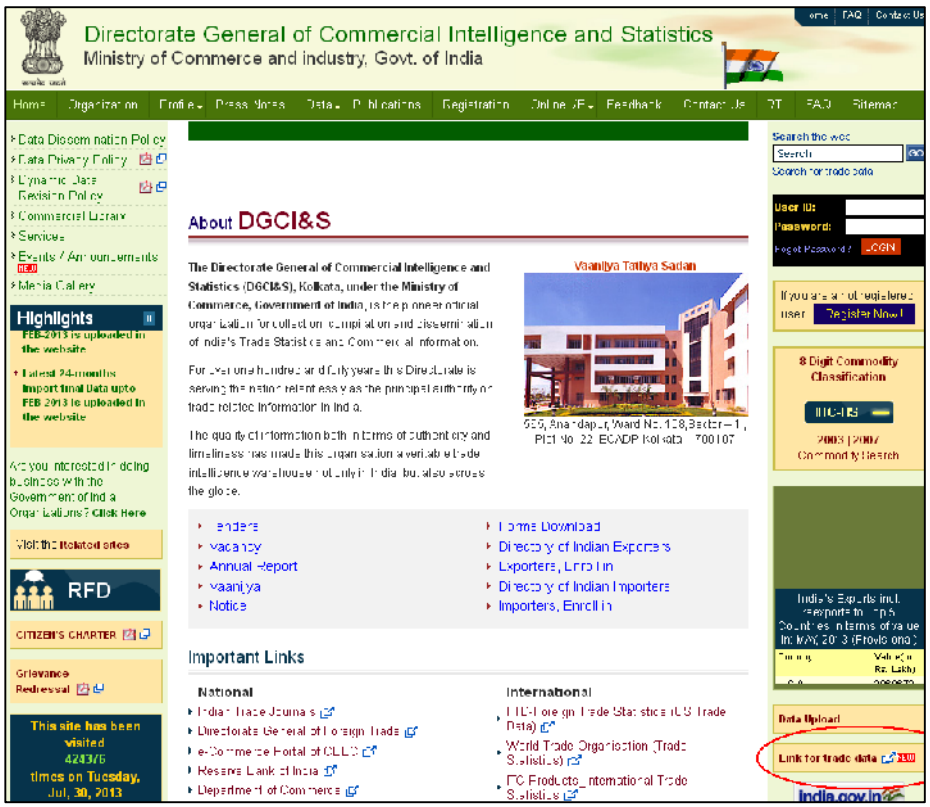
Foreign Trade Data Dissemination Portal Overview

The Foreign Trade Data Dissemination Portal allows users to extract India's foreign trade data to meet their specific needs. This section provides the general information about Web portal operations.

Browser Requirements:

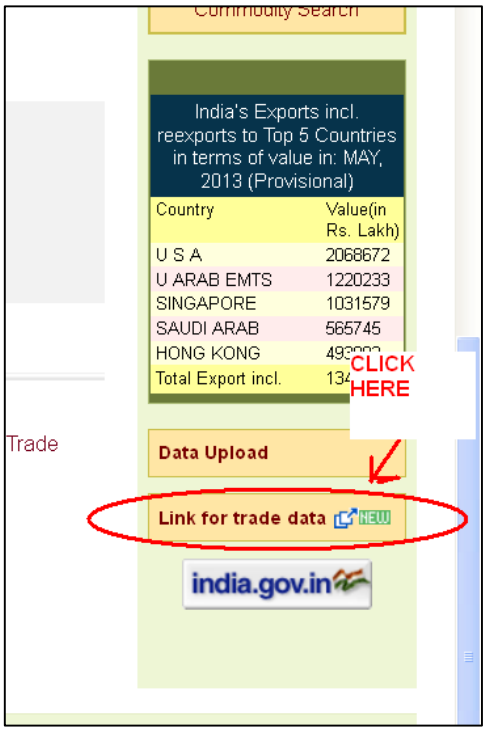
This web page can be viewed properly in any one of the following web browsers:

- Mozilla Firefox
- Google Chrome
- Safari
- Opera 12


Directorate General of Commercial Intelligence and Statistics
Ministry of Commerce and Industry, Govt. of India
About DGCI&S
Important Links
Link for trade data

To use this portal please visit the website of DGCIS (www.dgciskol.gov.in) and click on link 'Link for trade data'.

It will then divert to a new webpage.



Web Portal Login:

You can login into the Foreign Trade Data Dissemination Portal by using any of the above web browsers. The following is a replica of the login page:

Data users first need to select user-group (Guest \Subscriber\Official).

Guest:

New users can also login by selecting user group as 'Guest'.

Subscriber:

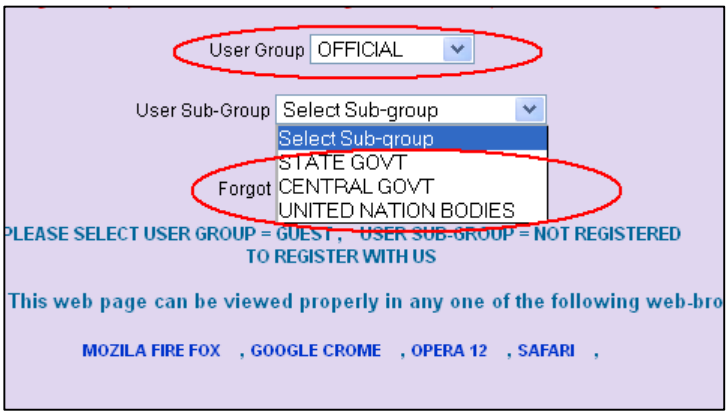
y foreign trade data by logging in thi
Guest (User group).
User Group GUEST
Login
Forgot Password ? Click Here
PLEASE SELECT USER GROUP = GUEST TO LOGIN
eb page can be viewed properly in any one of the following web-b
MOZILA FIRE FOX , GOOGLE CROME , OPERA 12 , SAFARI ,

Subcribers need to select user sub-group as 'Paid User' and then enter username and password for logging in.

User Group SUBSCRIBER
User Sub-Group PAID USER
User Name
Password
Forgot Password ? Click Here
UserName OR Password Should Not Be Null.
SE SELECT USER GROUP = GUEST , USER SUB-GROUP = NOT REGISTERED
TO REGISTER WITH US
web page can be viewed properly in any one of the following web-brow
MOZILA FIRE FOX , GOOGLE CROME , OPERA 12 , SAFARI ,

Official:

Officials need to select user sub-group as Central Govt.\State Govt.\United Nation Bodies as applicable and then enter username and password provided to them for logging in.


User Group
OFFICIAL
User Sub-Group
Select Sub-group
Select Sub-group
STATE GOVT
CENTRAL GOVT
UNITED NATION BODIES
Forgot
PLEASE SELECT USER GROUP = GUEST , USER SUB-GROUP = NOT REGISTERED
TO REGISTER WITH US
This web page can be viewed properly in any one of the following web-bro
MOZILA FIRE FOX , GOOGLE CROME , OPERA 12 , SAFARI ,

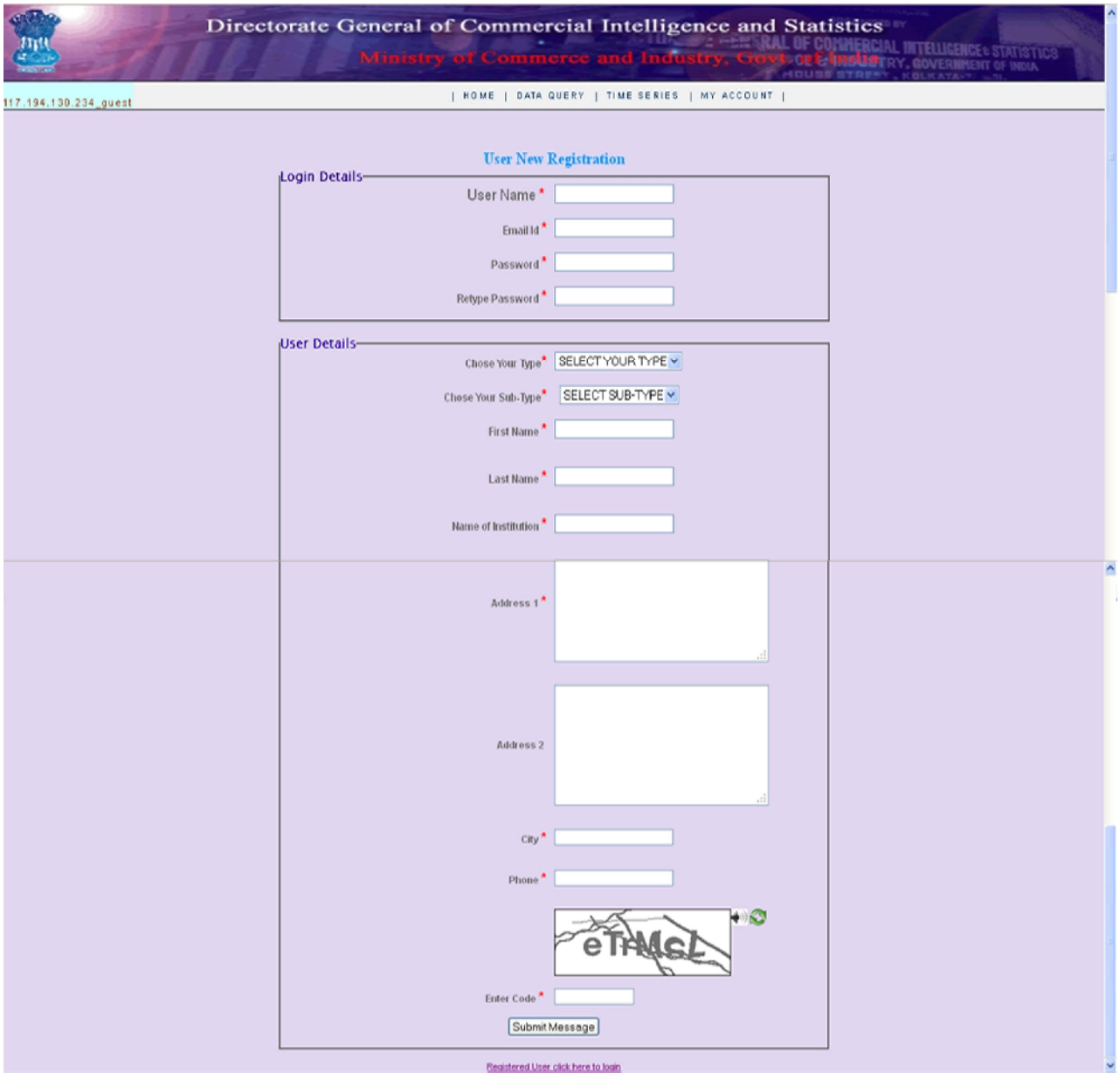
Registration:

New users interested in getting themselves registered, after logging in, need to click 'My Account' and then click 'Registration'.

Ministry of Commerce and Industry, Govt. of
| HOME | DATA QUERY | TIME SERIES | MY ACCOUNT |
Log Out
Registration
Feedback
Home
Login From : 121.241.212.131
September 28th 2012 Time 1:39:30 PM

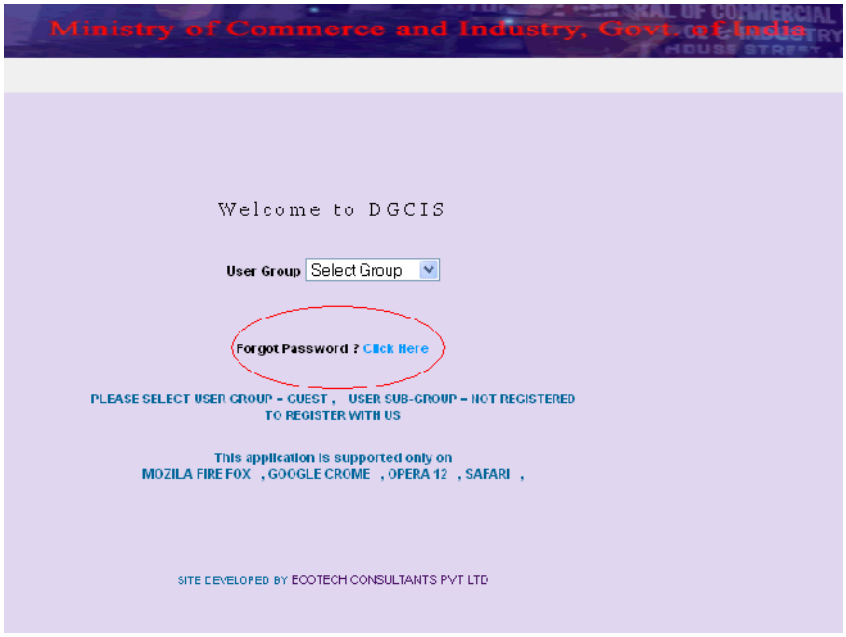
Then a registration form will appear on your screen (see page 5). You need to fill in all the details and then click 'Submit Message'. If you are not a registered user, ***click here*** to register now.

Note: Already registered users having username and password need not register again.



Online Password Generation:

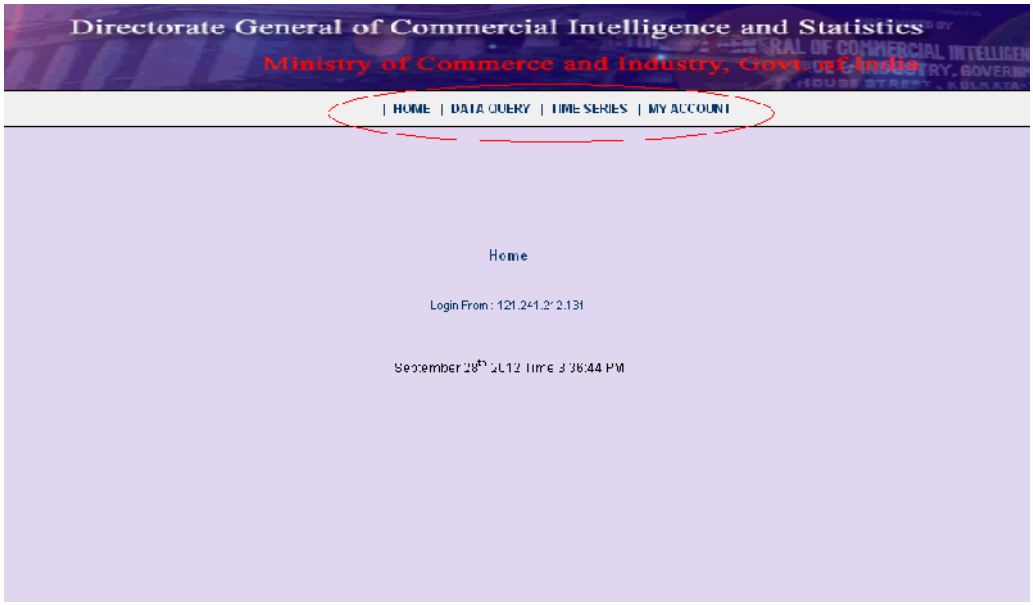
If you forget your password, you need to click the link 'Forgot Password? Click Here' in the main login page to recover it. On click a dialogue box appears on your screen and once you enter e-mail id in it and click 'Recover', a new password will be sent to your e-mail id.

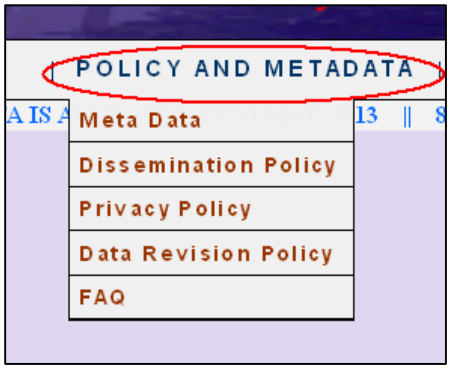

Ministry of Commerce and Industry, Govt. of India
Welcome to DGCIS
User Group
Select Group
Forgot Password ? Click Here
PLEASE SELECT USER GROUP - GUEST , USER SUB-GROUP - NOT REGISTERED TO REGISTER WITH US
This application is supported only on
MOZILA FIRE FOX , GOOGLE CROME , OPERA 12 , SAFARI ,
SITE DEVELOPED BY ECOTECH CONSULTANTS PVT LTD

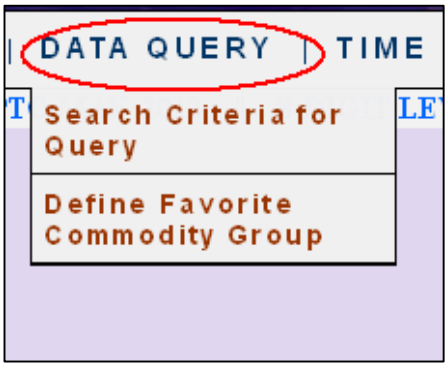
Structure of Foreign Trade Data Dissemination Portal

After logging in, following screen becomes visible:

Four tabs namely ‘Home’, ‘Data Query’, ‘Time Series’ and ‘My Account’ with different self explanatory menu options are available in this page:


Directorate General of Commercial Intelligence and Statistics
Ministry of Commerce and Industry, Govt. of India
HOME | DATA QUERY | TIME SERIES | MY ACCOUNT
Home
Login From : 121.241.2[illegible]2.131
September 28th 2012 Time 3:36:44 PM

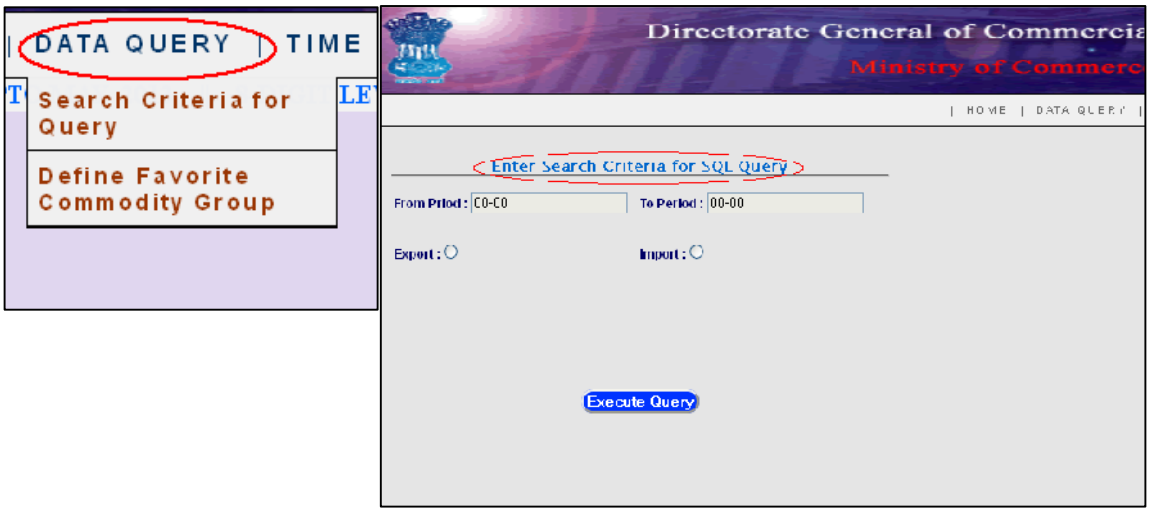




Data Query

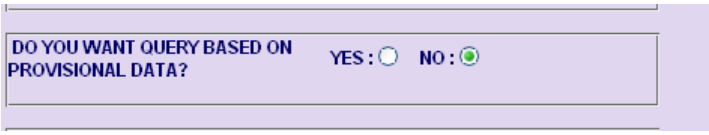
Search Criteria for Query:

In the 'Data Query' tab, begin by selecting 'Search Criteria for Query' option to get the data:



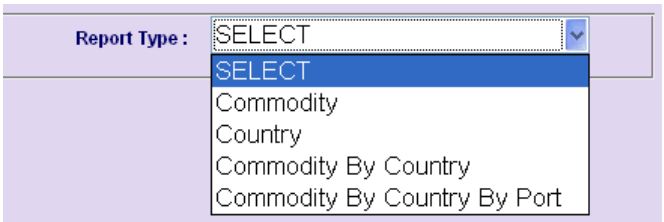
- Then select period for which data is required (From Period, To Period)

- Select trade data type (Export / Import)
- Select trade data value type (Rupee / Dollar)
- Select query type i.e. whether based on provisional data or not.

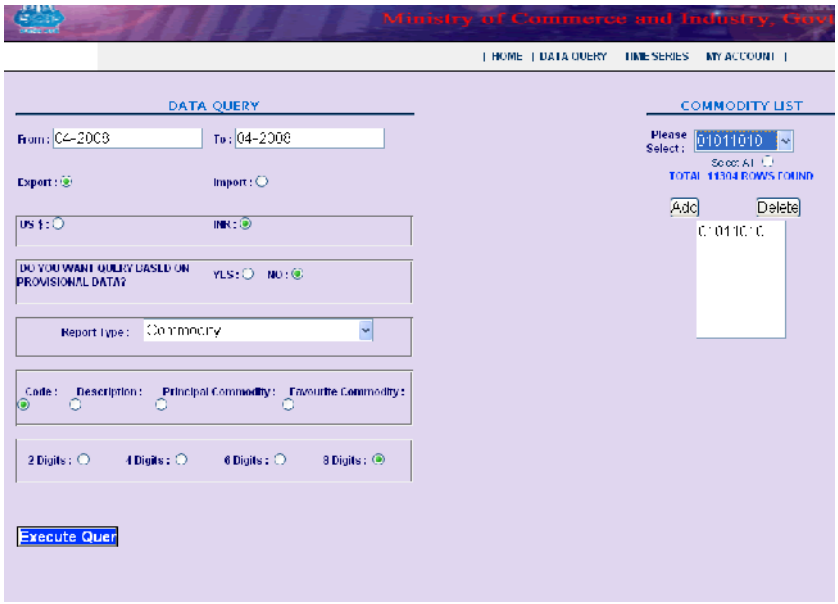


Note: By choosing 'Yes', only Principal Commodity-wise data can be extracted and no detailed data based on 2/4/6/8 digit level of ITC(HS) will be available. This provision is kept for users who require aggregate level provisional data for principal commodities.

- Select Report Type

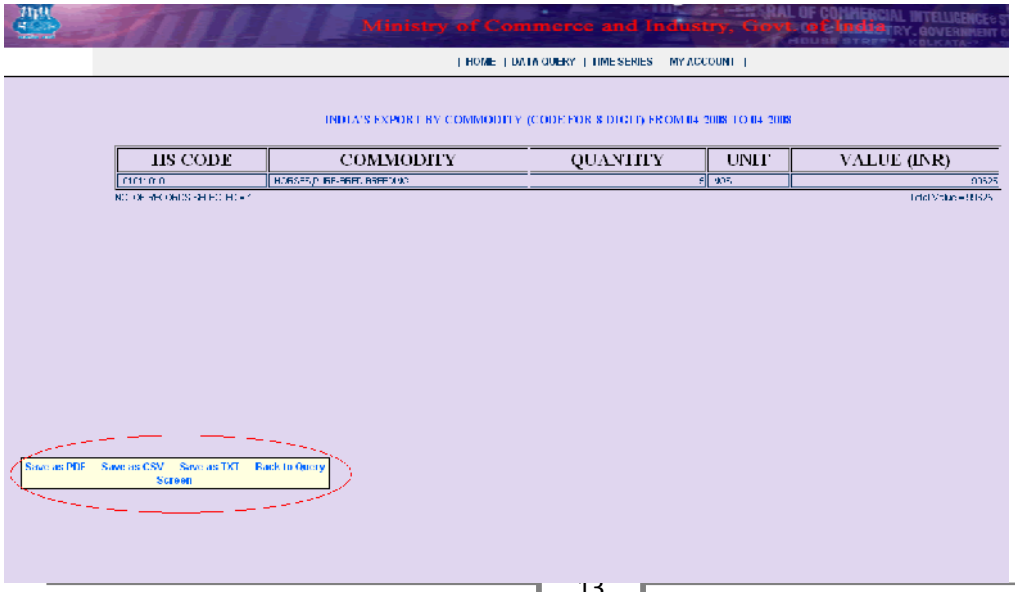


- Select other parameters [ITC (HS) code (2/4/6/8 digit level) / Code Description/ Principal Commodity/ Country (by country list/ by region) / Port]. A sample Commodity Type Report can be seen below:



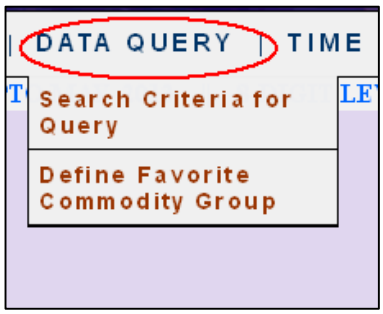
Similarly, one can choose parameters for other type of reports.

- Finally click the 'Execute Query' button to get the result. The result can then be saved in pdf / csv/ text formats. Another query can be created by clicking 'Back to query screen'.

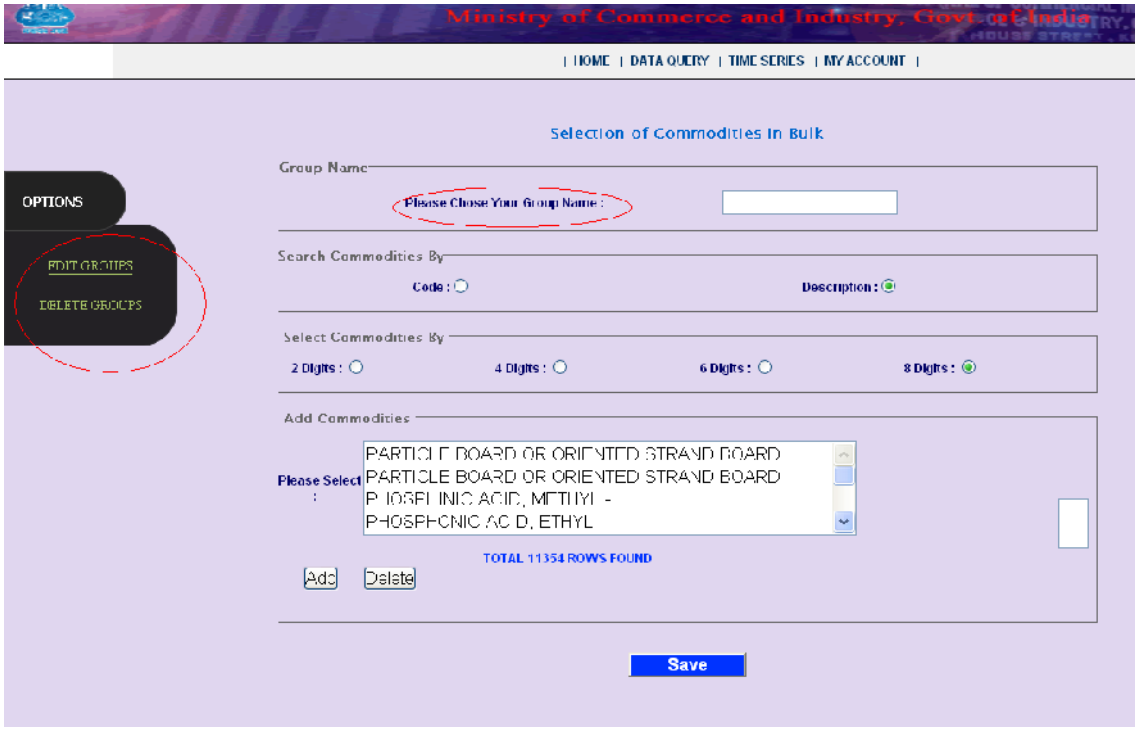


Selection of Commodities in Bulk:

Users can also select commodities in bulk and save them as a group for future reference. This can be done by selecting 'Define Favorite Commodity Group' option under 'Data Query' tab.



Begin by choosing a group name for a particular group of commodities. Then choose commodities by description /codes.

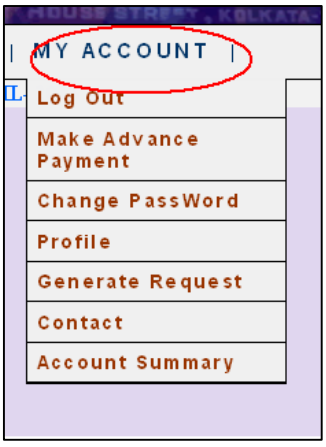


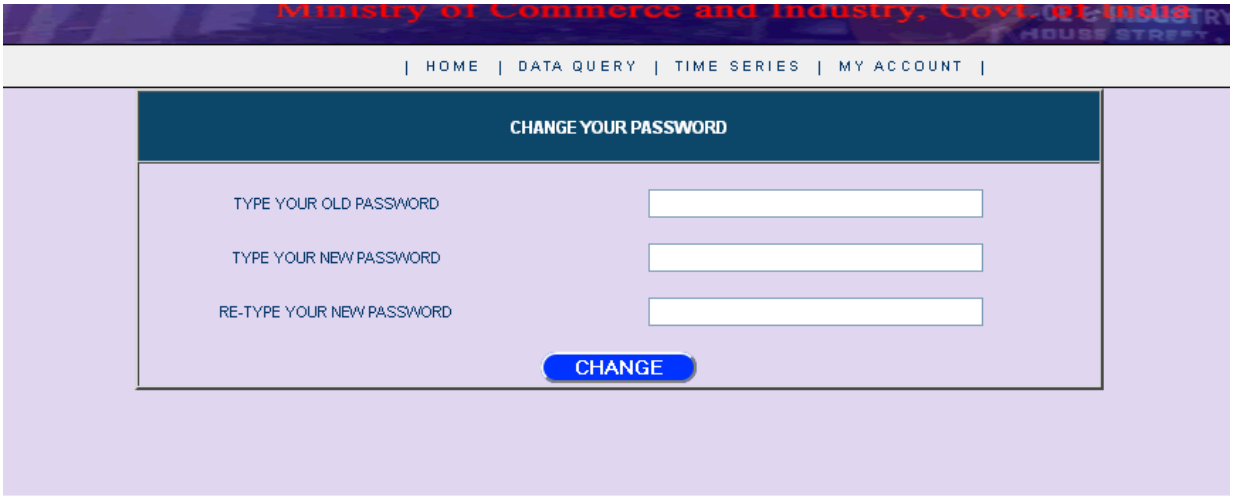
These groups can also be edited or deleted later.

My Account:

Change Password:

Users can also change their password by selecting 'Change password' option under 'My Account' tab.




HOME | DATA QUERY | TIME SERIES | MY ACCOUNT |
CHANGE YOUR PASSWORD
TYPE YOUR OLD PASSWORD
TYPE YOUR NEW PASSWORD
RE-TYPE YOUR NEW PASSWORD
CHANGE

Log Out:

Users can log out from their account using 'Log out' option under 'My Account' tab.